

HIGHLANDS RECREATION DISTRICT
REGULAR BOARD MEETING MINUTES
Tuesday, September 13, 2022
Location: 1851 Lexington Ave., San Mateo, CA 94402 (MPR)

Attendees

Community Members wishing to attend were encouraged to teleconference into the meeting.

Zoom Meeting
<https://us06web.zoom.us/j/9896708662>
Meeting ID: 989 670 8662

Board Members:

Michelle McNeil (President)
Shirin Bakhshay (Vice President)
Andrew Aquino
Pam Merkadeau
Eric Olbekson

Staff:

Mike Koenig (Interim General Manager)
Dan Ryken (Aquatics Supervisor)
Kristen Lein (Early Education Director)

1. Call to Order
The meeting was called to order at 7:03 pm by Vice President Bakhshay.
2. Review and Approval of Minutes
Board Member Olbekson made a motion, Board Member Merkadeau second, to approve the Special Meeting Minutes from August 22, 2022. The motion passed unanimously.
Vote: AA - Abstain; SB -Y; MM - Absent; PM – Y; EO –Y
3. Public Forum
Nothing to report.
4. Manager's Report
 - a. Programming
 - b. Administration
5. Financial Report
Monthly Statement
6. Old Business

7. New Business

Conduct 2022 Conflict of Interest Code Review and Approve Resolution Containing Updates

-Board members reviewed the staff report and approved the resolution containing updates
Board Member Aquino made a motion, Board Member Merkadeau second, to approve the resolution. The motion passed unanimously.

Vote: AA - Y; SB -Y; MM – Absent; PM - Y; EO –Y

8. UPCOMING MEETINGS: October 11, November 8, December 13

9. Review and Payment of Bills

Board Member Aquino made a motion, Board Member Merkadeau second, to pay the bills. The motion passed.

Vote: AA - Y; SB -Y; MM – Absent; PM - Y; EO –N

10. HRD Board of Directors Announcements

-Board Member Aquino informed the board that the budget narrative will be included in the October board packet.

-Board Member Merkadeau informed the board that the Personnel Committee is currently in the process of screening potential candidates for the General Manager position.

-Board Member Olbekson expressed a concern for the timing of the budget process related to salary increases.

11. Adjournment

Board Member Olbekson made a motion, Board Member Merkadeau second, to adjourn the meeting. The motion passed unanimously.

Vote: AA - Y; SB -Y; MM - Absent; PM – Y; EO- Y

The Meeting adjourned at 7:27 p.m.

Respectfully Submitted,

Mike Koenig
Interim General Manager